

PERFORMANCE MEASUREMENT COUNTIES

Advisory Meeting
June 23, 1999 @ 10:00A.M.
Human Resources Building
1325 J Street Room 1519
Sacramento, California

SUMMARY

1. Welcome—Lois VanBeers welcomed the members of the PMC advisory group to the June meeting.
2. Agenda review—Lois VanBeers asked for any additions to the June meeting. Two additional items were added to the agenda.
3. Summary review—Lois VanBeers asked for any revisions to the May meeting. No changes were noted.
4. San Luis Obispo Conference Summary—Daphne provided a summary of the activities from the conference. She thanked Gail Dershewitz for her help in putting the conference together. Everyone thanked Daphne and her committee for doing a great job. Everyone felt that the conference had been a success.
5. Two Parent Program (CFAP)—Frank Andersen reported that CDSS is close to implementing a separate program. This universe consists of a small population and has a narrow definition. We will migrate all two parent cases to aid code “35” and all others to code “30.”
6. County Work Participation Rates—Frank Andersen reported that AB 542 says that the state and counties will share in any penalties imposed by the feds. This fact makes it important that the state and counties ensure the maximum work participation rates are recorded in the course of our work.
7. Platform Support (Windows95)—Richard Trujillo reported that the Taskforce will support the Windows 95 or better platform as part of the Q5 interface with the counties. Any platform less than Windows 95 will be less effective and as we prepare to place the software on the Internet it will become mandatory that all users support the same platform.
8. Data Operations/Field Operations Bureau update—Ophelia Girard reported that the next CAPS are due Sept. 1, 1999. She also stated that the monthly rolling error rate reports will now be produced and released on a quarterly basis. Gary Swanson has expressed his preference that counties do the secondary reviews.
9. TANF Elements update—Frank Andersen reported that the final TANF elements package have been sent for review and approval. The final package contains a total of 78 review elements. This package is expected to be operational for the October 1999 sample.
10. Data Clean Up—Hector Hernandez reported that the reconciliation project for the current Federal Fiscal Year had begun. Counties will receive their individual case information by June 28th. The counties will have approximately three weeks to complete the first quarter of FY99. Hector asked that counties complete one month per week during the project.

11. Publications—Joeana Carpenter reported that her unit is in the final preparations to release the publication of data. The last characteristic data report for AFDC was released in October 1996 and for Food Stamps in March 1993. When the report is released it will be placed on the Taskforce web page under “Publications.”
12. Credit for Working at Home—Richard Trujillo reported that he has not received any information or update from program on this issue. He will report next month.
13. Data Builders Ad Hoc Presentation—Jay and Richard provided their presentation.
14. Partially Exempt Persons—Richard Trujillo reported that he has not received any information or update from program on this issue. He will report next month.
15. Quality Data System Training—Richard Trujillo reported that he has been working with Russ Dimberg from the Training Bureau to set up training for all county staff on the TANF regulations. Training will begin in October and will be held in Sacramento. Counties asked about travel costs and it was noted that these expenses will be paid by the State.
16. Next Meeting—will take place at the Human Resources Building at 1325 J Street Room 1519 in Sacramento on August 4, 1999.
17. Name Change—Richard Trujillo reported that the new name for QCIS will be Quality Data System effective immediately.
18. Region IX Meeting—Joeana Carpenter and Richard Trujillo reported on the meeting they attended in May in San Francisco.
19. Adding Cases to County Skeletons—Hector Hernandez reported that in order for his unit to be able to reconcile how many cases are part of the sample he was instituting changes that would only allow his Sacramento staff to add or delete cases. Currently changes to cases take place in the field that are not always identified which causes problems when reconciling data. The counties offered their assistance as a way to reconcile case data. The counties requested disposition lists from Hector even if the reconciliation process was not complete. Hector will send them disposition lists for counties to reconcile their data.
20. Current AFDC/Food Stamp report conversion—Richard Trujillo reported that he wants to go through a process that will review and evaluate all the existing Q5 reports and prioritize them so that only the ones that we’ll need in the future will be included in future releases of the software. The PMC counties were asked to review all the reports and prioritize them and forward their findings to Richard by July 9, 1999.
21. Rolling Error Reports—Evalyn Epps had added this agenda item and her issue of not receiving the report was answered by Ophelia Girard in her report. See #8.
22. Error Coding—Holly Hamilton expressed a concern that some of the instructions they had received on coding cases might not capture all the work participation situations in her county. After some discussion it was agreed that counties could review this issue as part of the data reconciliation project.